

UNITED STATES DISTRICT COURT DISTRICT OF MASSACHUSETTS

NOTICE

The Court has adopted Local Rule 5.4, which requires the **mandatory use** of the Court's Electronic Case Files system (CM/ECF) on and after January 1, 2006. (The amendments to our Local Rules may be found on our web page at www.mad.uscourts.gov)

The Clerk's Office will offer seminars for attorneys and/or their support staff who have not yet learned to use the Court's electronic case filing system, or wish to learn more.

Seminars will be held on the following dates:

Boston:	Wednesday October 26 at 3:30 p.m. Tuesday November 1 at 3:30 p.m. Tuesday December 6 at 3:30 p.m. Location: Jury Assembly Room (2 nd Floor) of the John Joseph Moakley United States Courthouse, 1 Courthouse Way, Boston
Worcester:	Thursday October 27 at 2:00 p.m. Location: Courtroom 1 (5 th floor) of the United States Federal Building and Courthouse, 595 Main Street, Worcester
Springfield:	Tuesday October 25 at 2:00 p.m. Location: Jury Assembly Room (5 th floor) of the United States Federal Building and Courthouse, 1550 Main Street, Springfield.

No pre-registration is required.

Each class will last approximately 90 minutes. During the class, you will learn how to maintain your CM/ECF account and how to use our system to file documents. We will also allow time to answer as many questions as possible.

If you have any questions, please contact Ginny Hurley for the Boston seminars, Deborah Shattuck at 508-929-9907 for the Worcester seminar and John Stuckenbruck at 413-785-0216 for the Springfield seminar.

Sarah Allison Thornton
Clerk of Court